

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants: § *Group Art Unit:* 2176
Steven E. Meier, Kevin B. Carr, §
and Leyth M. Kedidi §
Filed: November 16, 2001 §
Serial No.: 09/993,915 §
For: System and Method of §
Managing Documents § *Attorney Docket No.:* 44781-00100

TRANSMITTAL LETTER

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Assistant Commissioner for Patents
Washington, D.C. 20231

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Sir:

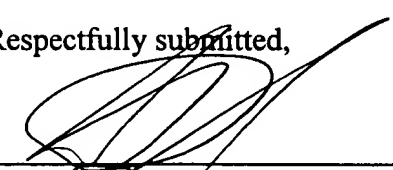
Enclosed for filing in the above-captioned application are the following documents:

1. Response to Notice To File Missing Parts of Nonprovisional Application;
2. Certificate of Mailing by First Class Mail;
3. Part 2 - Copy of Notice to File Missing Parts of Nonprovisional Application;
4. Petition for One-Month Extension of Time Under 37 C.F.R. 1.136(a);
5. Declaration (37 CFR 1.63) for Utility or Design Application Using an Application Data Sheet (37 CFR 1.76) - 1 pg.;
6. Power of Attorney or Authorization of Agent - 1 pg.;
7. Recordation Cover Sheet;
8. Assignment - 3 pgs.;
9. Checks (\$435.00, and \$40.00); and
10. Return Receipt Postcard.

The Commissioner is hereby authorized to charge any additional filing fees or credit any overpayment to Deposit Account No.12-1322 (44781-00100).

Date: February 14, 2002

Respectfully submitted,


Steven S. Boyd
Registration No. 42,353

LOCKE LIDDELL & SAPP LLP
600 Travis, Suite 3400
Houston, Texas 77002-3095
(713) 226-1200
(713) 223-3717 FAX



CERTIFICATE UNDER 37 CFR 1.8(A)

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: BOX MISSING PARTS, Assistant Commissioner for Patents, Washington, D.C. 20231, on the date indicated below.

Date: February 14, 2002


Beth A. Sanders

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants: Steven E. Meier, Kevin B. Carr, and Leyth M. Kedidi
Filed: November 16, 2001
Serial No.: 09/993,915
For: System and Method of Managing Documents

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Group Art Unit: 2176
Examiner: Unknown
Attorney Docket No.: 44781-00100

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**RESPONSE TO NOTICE TO FILE
MISSING PARTS OF NONPROVISIONAL APPLICATION**

BOX MISSING PARTS
Assistant Commissioner for Patents
Washington, D.C. 20231

Dear Sir:

In response to the Notice to file Missing Parts of Nonprovisional Application mailed December 4, 2001, Applicant submits the following items:

1. Part 2 - Return Copy of Notice to file Missing Parts of Nonprovisional Application;
2. Petition for One-Month Extension of Time Under 37 C.F.R. 1.136(a);
3. Declaration (37 CFR 1.63) for Utility or Design Application Using an Application Data Sheet (37 CFR 1.76) - - 1 pg.;
4. Power of Attorney or Authorization of Agent - 1 pg.;
5. Recordation Cover Sheet;
6. Assignment - 3 pgs.;
7. Checks in the amount of \$435.00, and \$40.00);
8. Return receipt postcard.

If Applicant is in error with the fees referenced above, the Commissioner is hereby authorized to debit any additional fees and/or credit to the Locke Liddell & Sapp LLP Deposit Account No. 12-1322 (Ref. No. 44781-00100).

Date: February 14, 2002

LOCKE LIDDELL & SAPP LLP
600 Travis, Suite 3400
Houston, Texas 77002-3095
(713) 226-1200
(713) 223-3717 FAX

HOUSTON: 44781/00100: 711096v1

Respectfully submitted,

Steven S. Boyd
Registration No. 42,353



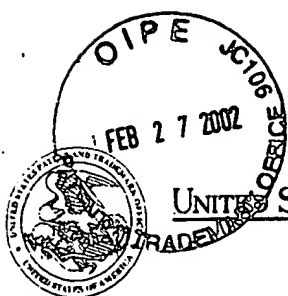
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Date: February 14, 2002


Beth A. Sanders

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UNITED STATES PATENT AND TRADEMARK OFFICE

 COMMISSIONER FOR PATENTS
 UNITED STATES PATENT AND TRADEMARK OFFICE
 WASHINGTON, D.C. 20231
 www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/993,915	11/16/2001	Steven E. Meier	44781-00100

CONFIRMATION NO. 5479

 022904
 LOCKE LIDDELL & SAPP LLP
 600 TRAVIS
 3400 CHASE TOWER
 HOUSTON, TX 77002-3095

FORMALITIES LETTER



OC000000007155009

Date Mailed: 12/04/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- o The statutory basic filing fee is missing.
Applicant must submit \$ 370 to complete the basic filing fee for a small entity.
- o The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- o To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- o **The balance due by applicant is \$ 435.**

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center
 Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE



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CERTIFICATE UNDER 37 CFR 1.8(A)

I hereby certify that this correspondence, on the date indicated below, is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Box Missing Parts, Assistant Commissioner for Patents, Washington, D.C. 20231.

DATED: February 14, 2002


Beth A. Sanders

FROM

LOCKE LIDDELL & SAPP LLP

ATTORNEYS & COUNSELORS

3400 CHASE TOWER
600 TRAVIS STREET
HOUSTON, TEXAS 77002-3095

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Assistant Commissioner for Patents
Washington, DC 20231